



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

Town Administrator Report October 7, 2019 Select Board Meeting

1. Agenda

- a. See attached, [October 7, 2019](#)

2. Appointments

- a. Marybeth Walker – Revaluation Update – Discussion

- i. The New Hampshire Department of Revenue Administration requires a formal revaluation of assessed values every five years. Most recently, Barrington performed a revaluation in 2014, requiring a revaluation in 2019. The state requires that assessed values accurately reflect fair market value and routine revaluations intend to accomplish that task. The revaluation process uses statistical sale data and market trends to realign assessed values.
- ii. In 2018, the equalized ratio was 91%, which means (on average) properties were assessed for 91% of their sale price in 2018.
 1. See attached, [2018 Equalization Ratio](#)
- iii. The new adjusted values will be used to finalize Barrington's state form MS-1 of total assessed values (due October 15th).
- iv. Adjusted property values do not, inherently, raise taxes. Every March, voters decide how much money to appropriate the Town and school (separately decided are the contributions to the county and state education). In simple terms, the tax rate is set by dividing the total assessed value by the appropriated funds. In 2018, the total assessed value was ~1 billion and the amount appropriated by voters was ~\$24 million which resulted in a total tax rate of ~\$24/1000 of value. If the total assessed value increases by 10%, the tax rate would decrease by 10% (with no other changes). In 2019, the Town anticipates that the percent increase in total assessed value will be matched with an equal percent decrease in the municipal tax rate. The school, county and state education experienced increases in 2019 which will cause an increase in the respective tax rates.
- v. The 2019 tax rate will be set after the revaluation is complete. Residents will find their updated assessed values on their December tax bill.
- vi. Marybeth Walker, Barrington's Assessor's Agent will present the findings of the 2019 Revaluation to the Board and community.

- b. Exemption and Credit Discussion – **Vote**

- i. After Town Meeting vote in 2019, the Select Board began discussing the exemptions and credits offered to Barrington residents. Throughout the summer, the Select Board has requested to consider placing warrant articles on the ballot, allowing voters to adjust certain aspects of the credits and



TOWN OF BARRINGTON

NEW HAMPSHIRE

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exemptions offered. Specifically, Board members have cited the solar exemption, 100% disabled veteran credit, and the income and asset limits for the single-elderly exemption.

- ii. To guide the discussion, the Assessing Administrative Assistant, Amanda Noyes has prepared the attached Exemption and Credit Analysis Memo.
 1. See attached, [Exemption and credit Analysis Update – 190917](#)
 - iii. The Select Board asked for information on federal benefits to disabled veterans.
 1. See attached, [Veterans Federal Compensation Benefits Rates](#)
 - iv. The Town’s Assessor’s Agent, Marybeth Walker, will be available during this conversation to answer questions about the process for exemptions and credits.
 - v. The Board is asked to consider requesting the development of warrant articles which propose adjustments to the exemptions and credits offered to Barrington residents.
- c. Budget Presentation – Fire/EMS/Cemeteries – Discussion
- i. Presented by Richard Walker, Fire Chief
 - ii. See attached, [Fire/EMS/Cemeteries Cover](#)
 - iii. See attached, [Fire/EMS Wages and Benefits – 2020 – 190911](#)
 - iv. See attached, [Fire Budget Summary](#)
 - v. See attached, [Fire Budget Narrative](#)
 - vi. See attached, [Fire Budget Cover Letter](#)
 - vii. See attached, [Fire Warrant Article Requests](#)
 - viii. See attached, [Cemetery Budget Narrative](#)
 - ix. See attached, [Advisory Budget Committee Minutes – 191001](#)
 - x. See attached, [Cemetery Mowing Increase Request – 191002](#)
 - xi. All linked budget materials are located within the 2020 Budget Binders presented to the Select Board and Advisory Budget Committee. An electronic copy (PDF) of the 2020 Budget Binder can be found at www.barrington.nh.gov/2020budget. Please use the instructions and Table of contents to better understand the organization of the electronic budget binder
3. Public Comments
4. Review of Minutes – **Vote**
- a. See attached, [Minutes 09-30-2019](#)
5. Old Business
- a. School-Town Shared Services – Discussion
 - i. In 2005, the Town and School jointly agreed on a services arrangement which was designed with the best interest of tax payers in mind.



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

1. See attached, [Memo of Understanding-Facility Manager 2019-2020](#)
 - ii. Throughout the years, additional shared goods and services have developed.
 1. See attached, [School-Town Shared Services – 2016](#)
 - iii. Ultimately, these arrangements limit overhead, allow for efficient operations, and promote cooperation between the Town and the school.
 - iv. Last month, the School's Facility Manager accepted a position elsewhere and tendered his resignation. The memorandum of understanding between the Town and the school specifically cites the former employee. The Town and the school are using this opportunity to evaluate the arrangement and make adjustments which meet the needs of the governmental units and the community.
 - v. The Select Board has formally requested a joint board meeting to discuss the arrangement, publicly, with the School Board.
 - vi. The Select Board is asked to consider the shared goods and services and discuss any adjustments to recommend in preparation for a joint meeting.
 - b. Fire Tanker Update – Discussion
 - i. The Fire Chief will present an update from the Fire Tanker Replacement Committee.
 - c. Wildcat Road Turnaround Update – Discussion
 - i. See attached memo from Marc and Erin regarding the completed turnaround project on Wildcat Road.
 1. See attached, [Wildcat Turnaround Project Final](#)
6. New Business
 - a. Town Hall Building Committee Recommendation – **Vote**
 - i. At Town Meeting in 2019, voters approved a \$1.9 million Town Hall project. Details can be found at www.barrington.nh.gov/townhall.
 - ii. In May of 2019, the Select Board convened a Town Hall Building Committee to develop a Request for Qualifications and make a recommendation for a firm to provide design-build services. This request was advertised from August 27th through September 19th
 1. See attached, [Barrington Town Offices Request for Qualifications](#)
 - iii. The Town received four responses to the Request for Qualifications:
 1. See attached, [Careno Construction](#)
 2. See attached, [Groen Construction](#)
 3. See attached, [Whitcher Builders](#)
 4. See attached, [North Branch Construction](#)
 - iv. All four firms were interviewed on Monday, September 30th.
 - v. The Town Hall Building Committee met on Wednesday, October 2nd to finalize a recommendation to the Select Board.
 1. See attached, [Minutes for Town Hall Building Committee 191002](#)



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

- vi. The Town Hall Building Committee recommends: **Careno Construction**
 - vii. The Select Board is asked to consider selecting Careno Construction and authorizing the Town Administrator (advised by the Town Hall Building Committee) to develop a contract.
- b. Police Grant Acceptance – **Vote**
- i. The Barrington Police Department was awarded a grant in the amount of \$10,445 from the Office of Highway Safety. This grant requires a 25% match which is properly budgeted for.
 - 1. See attached, [Police Grant – Office of Highway Safety](#)
 - ii. The Board is asked to consider accepting this grant.
- c. Additional 2020 Warrant Articles – **Vote**
- i. KENO as approved by the state allows communities to decide whether the electronic lottery game is allowable in their community. This decision must be made at Town Meeting.
 - 1. See attached, [KENO Executive Summary](#)
 - ii. The Board is asked to consider placing KENO on the warrant for 2020.
- d. Delinquent Taxes in Town Report – **Vote**
- i. At a recent Select Board meeting, members began discussing the consideration to list property owners delinquent on property taxes in the annual Town Report. While there is no legal restriction, staff will not begin this practice without an expressed decision by the Select Board.
 - ii. The Board is asked to considering requiring staff to place a listing of property owners delinquent on property taxes in the annual Town Report.
- e. Mallego Bridge Opening Ceremony – **Vote**
- i. The bridge over Mallego Brook on Mallego Road is set to reopen on October 16th.
 - ii. The Board is asked to consider authorizing Jody Beal to be the first resident across the bridge on his tractor.
7. **October Work Anniversaries**
- a. Nothing to Report
8. **2019 Select Board Goals**
- a. See attached, [Select Board Goals – Approved May 6, 2019](#)
 - b. See attached, [Select Board Goal and Budget Analysis – August 12, 2019](#)
9. **Upcoming Meetings/Events**
- a. October 21st – Select Board Meeting – Police Budget
 - b. October 28th – Select Board Meeting – Library Budget